

AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE  
AUTHORITY, HELD ON THE 5<sup>th</sup> DAY OF MARCH 2012, 7:00 P.M., MULTI-PURPOSE ROOM  
#1, MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

<b>PRESENT:</b>	Gary Creed	-Chair
	Christopher Tuck	-Member
	Mary Biggs	-Secretary-Treasurer
	Annette Perkins	-Member
	James Politis	-Member
	William Brown	-Vice Chair
	Matthew Gabriele	-Member
	Robert C. Fronk	-PSA Director
	Karri Cridlin	-Secretary to PSA Board
	Marty McMahon	-County Attorney
	Malvin Wells	-Planning Commission

**CALL TO ORDER**

Chair Creed called the meeting to order and determined that a quorum was present.

**PUBLIC ADDRESS SESSION**

There were no comments from the public.

**CONSENT AGENDA**

On a motion by William Brown, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated March 05, 2012.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
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James Politis  
Annette Perkins  
William Brown  
Mary Biggs  
Gary Creed  
Christopher Tuck  
Matthew Gabriele

**APPROVAL OF MINUTES  
DATED FEBRUARY 6<sup>TH</sup> AND FEBRUARY 27<sup>TH</sup>, 2012**

On a motion by Annette Perkins, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the minutes dated February 6<sup>th</sup> and February 27<sup>th</sup>, 2012.

**APPROVAL OF PUBLIC SERVICE AUTHORITY VEHICLE**

**R12-02-01  
RESOLUTION APPROVING NEW PUBLIC  
SERVICE AUTHORITY VEHICLE**

On a motion by William Brown, seconded by James Politis, and carried; IT WAS RESOLVED, that the Public Service Authority does hereby approve the purchase of a second Public Service Vehicle for the new Maintenance Supervisor position. The funds for this vehicle are being transferred from water Non-Operating Income; 416602 Facility Charges to Non-Operating Income; 571060 Motor Vehicles & Equipment.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
Matthew Gabriele		

James Politis  
Annette Perkins  
William Brown  
Christopher Tuck  
Mary Biggs  
Gary Creed

**APPROVAL OF ULTRAVIOLET LIGHT DISINFECTION CONVERSION**

**R12-02-02  
RESOLUTION APPROVING ULTRAVIOLET  
LIGHT DISINFECTION CONVERSION**

On a motion by James Politis, seconded by Annette Perkins, and carried; IT WAS RESOLVED, that the Public Service Authority hereby authorizes the approval of an Ultraviolet Light Disinfection Conversion for the Elliston-Lafayette Wastewater Treatment Plant in the amount of \$35,521. The funds for this equipment is being transferred from sewer Non-Operating Income; 416602 Facility Charges to Non-Operating Income; 571050 Machinery & Equipment.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
Matthew Gabriele		
James Politis		
Annette Perkins		
William Brown		
Christopher Tuck		
Mary Biggs		
Gary Creed		

**APPROVAL OF BANKING SERVICES WITH STELLARONE BANK**

**R12-03-01  
RESOLUTION APPROVING CORPORATE  
AUTHORIZATION FOR BANKING SERVICES  
WITH STELLARONE BANK**

On a motion by William Brown, seconded by Mary Biggs and carried; IT WAS RESOLVED, by the Montgomery County Public Service Authority Board of Directors that the Board of Directors hereby approved the Corporate Authorization Resolution authorizing the identified employees and public official on the attached Resolution to act on behalf of the PSA in banking services with StellarOne Bank.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
Matthew Gabriele		
James Politis		
Annette Perkins		
William Brown		
Christopher Tuck		
Mary Biggs		
Gary Creed		

**APPROVAL OF CHATTEL DEED FOREST HILLS PHASE II**

**R12-03-02  
RESOLUTION ACCEPTING THE FOREST HILLS PH II  
WATER/SEWER FACILITIES CHATTEL DEED**

On a motion by William Brown, seconded by Mary Biggs and carried; IT WAS RESOLVED, by the Montgomery County Public Service Authority, that the Board of Directors hereby agree to accept the Chattel Deed for the Forest Hills Ph II water and sewer facilities; and, that said Chattel Deed provides fee simple transfer of all water and /or sewer lines, valves, fittings, laterals, connections, storage facilities, sources of water supply, pumps, manholes and any and all equipment and appurtenances to the Montgomery County Public Service Authority. The Chattel Deed is hereby attached and made part of this Resolution by reference.

BE IT FURTHER RESOLVED, that the Chair of the Montgomery county Public Service Authority is hereby authorized to sign the above referenced Chattel Deed for the purpose of

acknowledging acceptance of the Deed on behalf of the Directors of the Montgomery County Public Service Authority.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
Matthew Gabriele		
James Politis		
Annette Perkins		
William Brown		
Christopher Tuck		
Mary Biggs		
Gary Creed		

### **APPROVAL OF TRANSFER OF FUNDS**

#### **R12-03-03 RESOLUTION APPROVING TRANSFER OF FUNDS**

On a motion by William Brown, seconded by Mary Biggs and carried; IT WAS RESOLVED, that the Board of Directors hereby authorizes the transfer of funds in the amount of \$46,000 from water non operating income fund into water operating expenses and \$35,000 from sewer non operating income fund into sewer operating expenses and, that the Director is hereby authorized to make the transfer.

The water fund transfer of \$46,000 is from water Non-Operating Income; 416602 Facility Charges with \$10,000 into Operating Expenses; 534030 Repair & Maintenance Facilities and \$36,000 into Non-Operating Income (Expenses); 571015 Other Capital Outlay.

The sewer fund transfer of \$35,000 is from sewer Non-Operating Income; 416602 Facility Charges with \$25,000 into Operating Expenses; 534030 Repair and Maintenance Facilities and \$10,000 into Operating Expenses; 540115 Chemicals.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
Matthew Gabriele		
James Politis		
Annette Perkins		
William Brown		
Christopher Tuck		
Mary Biggs		
Gary Creed		

### **FINANCIAL REPORT**

The financial report for period ending February 29, 2012, was presented for review and discussion.

### **DIRECTOR'S REPORT**

1. Monthly Activities Report  
The February 2012 report was presented for review and discussion
2. Riner Well Number 3  
Fenton Well Drilling completed the rehabilitation of Riner Well #3 on October 26, 2011 and the well was placed back into service on Monday December 19, 2011. The well rehabilitation was completed at a cost of \$11,275. A claim for reimbursement was turned into our insurance carrier for consideration and we received a response dated February 13, 2012 denying the claim.
3. Crozier Road Sanitary Sewer Pump Station Controls Upgrade  
On February 22, 2012, we experienced a failure of the pump control system at the Crozier Road sewer pump station which is along Rt. 11/460 in Elliston. It was found that an old style control float switch had malfunctioned. Upon evaluation, it was determined that upgrading the control system with a transducer and new pump controller would cost more than repairing the old float switch system, however the new controller would greatly improve pump operation and reliability. The transducer and new pump controller has been ordered and should be installed in March 2012.
4. Prices Fork Water System Lead Violation  
We have a lead violation in the Prices Fork Water System based upon resample results received on Sept. 30, 2011. No other PSA water system is in violation. Additional samples were collected from all sites that had sample results in excess of the limit and all resamples of these sites were below the Lead limit.

The official response from VDH required that we distribution public education materials by March 6, 2012. The public education materials were mailed on February 15, 2012 to 647 accounts along with the water bills. We have received less than 10 customer inquiries as a result of the mailing.

5. Radford Army Arsenal Plant Contract Status

On February 14, 2012, Chair Creed and the Director met with Mr. Tony Hewitt of BAE Systems relative to Radford Army Arsenal Plant (RAAP) operations and the PSA water supply contract. Mr. Hewitt indicated that BAE is expected to take over operations at RAAP in July 2012. BAE expects to be sending out a new agreement form outlining terms and conditions prior to June 2012.

6. Mutual Aid Agreement with the Town of Christiansburg

Preliminary site plans have been received and reviewed for the new Auburn High School and proposed renovations to the existing high school. The preliminary plans included placement of 6 to 7 feet of fill material over an existing water main within the site which is a major supply line for the Riner Water System. We objected to the placement of the proposed fill because existing PSA equipment would be unable to excavate the proposed depth while adhering to mandatory safety requirements. Current PSA equipment is able to safely reach the existing water main.

A mutual aid agreement with the Town of Christiansburg was proposed as a solution for this issue. The Town Manager confirmed by email that the Town would execute a mutual aid agreement to provide larger equipment capable of safely excavating the proposed deeper depth of the existing water main. The county Attorney prepared a Memorandum of Agreement which was forwarded to the Town Manager for review and comment.

On February 27, 2012, the Town Manager indicated that the Town has concerns with being able to meet some of the requirements. We plan to meet on site in the near future to review.

7. Maintenance Supervisor Position

The Maintenance Supervisor position was approved by the PSA Board of Directors during the January 10, 2012 meeting. This position was advertised on January 29, 2012 and on February 5, 2012 with a closing date of February 10, 2012. Interviews were conducted on February 23 and 24, 2012. An internal candidate, Mr. Robert Flinchum was selected for this position.

8. Vehicle Accident

On February 15, 2012, Robert Stull Operator-in-Charge (OIC) at the Elliston-Lafayette Sewage Treatment Plant was involved in a vehicular accident with a PSA vehicle on Coles Road in Elliston. The other driver stated that he was blinded by the sun and ran down the middle of the road forcing the PSA vehicle off the road. Neither driver was hurt. The other driver was found at fault. The damage to the PSA vehicle consisted of a broken mirror and scratches along the side with an estimated repair cost of \$1,000. This accident has been turned over to our insurance carrier to handle.

9. Damage to Employee's Parked Vehicle

On February 22, 2012, Robert Marshall Operator 3 at the Elliston-Lafayette Sewage Treatment Plant was involved in an incident at the Riner Sewage Treatment Plant which resulted in damage to a parked vehicle owned by another PSA employee. Robert Marshall was unloading a length of 4" diameter hose which got away from him and struck the vehicle causing dents and scratches. This incident has been turned into our insurance carrier.

10. PSA Director Annual Performance Evaluation

The PSA Director annual evaluation is due April 3, 2012. A blank evaluation form for the Director was attached.

### **AUTHORITY MEMBERS' REPORT**

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|--------------------|------------|
| 1. Member Gabriele | -No Report |
| 2. Member Politis  | -No Report |
| 3. Member Perkins  | -No Report |
| 4. Member Brown    | -No Report |
| 5. Member Tuck     | -No Report |
| 6. Member Biggs    | -No Report |
| 7. Member Creed    | -No Report |

### **ADJOURNMENT**

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for April 02, 2012.